



M. J. "MIKE" FOSTER, JR.
GOVERNOR

State of Louisiana
DIVISION OF ADMINISTRATION
OFFICE OF THE COMMISSIONER

MARK C. DRENNEN
COMMISSIONER OF ADMINISTRATION

February 27, 2003

The Honorable Jay Dardenne, Chairman
Joint Legislative Committee on the Budget
P. O. Box 44294
Baton Rouge, LA 70804

Dear Senator Dardenne:

Act 745 of the 1995 Regular Session requires that all state agencies and component reporting units report to the Commissioner of Administration, on a quarterly basis, information on receivables and debt owed the state. He is charged with the responsibility of developing the format for state agencies to report this information and also for compiling this information and reporting the results to the Joint Legislative Committee on the Budget.

Attached is the Receivable Report for the quarter ended September 30, 2002. Not included in the report are the Judiciary and the Legislature. In a letter dated March 6, 1997, from the Second Circuit Court of Appeal, Louisiana Revised Statute (LRS) 39:4 (B) is cited which states that they do not fall under the jurisdiction of the Division of Administration. The House of Representatives and the Senate have cited LRS 39:2(1) which gives the definition of a state agency. Both the House of Representatives and the Senate contend that the reporting requirement is not applicable to them, as they are not state agencies. In addition, Baton Rouge Community College is not included because that institution did not submit a quarterly report.

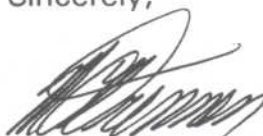
The report consists of a Schedule of Gross Receivables for the state; a Schedule of Gross Receivables, Amounts Past Due, Uncollectibles and Write-offs by Agency; and a Schedule of Collections Activity for Accounts Receivable Over 180 days by Agency.

LSU Health Sciences Center reported \$14,930,642 in write-offs for this quarter. This amount represents approximately 75% of the total write-offs reported.

The Honorable Jay Dardenne
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February 27, 2003

If you have any questions concerning the information presented in this report, please contact Ms. Katherine Porche at (225) 219-4442 or Mr. Howard Karlton at (225) 342-0708.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark C. Drennen', written over a horizontal line.

Mark C. Drennen
Commissioner of Administration

MCD/FHK/kbp

Enclosure

c: Ms. Katherine Porche
Mr. Whitman Kling



STATE OF LOUISIANA
RECEIVABLES REPORT

FOR THE QUARTER ENDED September 30, 2002

MARK C. DRENNEN
COMMISSIONER OF ADMINISTRATION

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STATE OF LOUISIANA

Receivables Reporting Package

Background

Louisiana Revised Statute 39:79(C) mandated (1) the reporting of information on receivables and debt owed the State by state agencies and component reporting units on a quarterly basis; (2) the development of the format for reporting this information; and (3) the maintenance of detailed data to support the report format by each state agency and component reporting unit. These agencies are to submit a reporting package no later than 45 days after the end of each quarter. The quarterly reporting package contains the following schedules:

Accounts Receivable Activity - This schedule requests gross receivables at the end of the quarter, estimated uncollectibles, and authorized write-offs for the quarter by revenue source.

Accounts Receivable Aging Schedule - This schedule requests information about aging of past due accounts by revenue source.

Collections Activity for Accounts Receivable Over 180 Days - This schedule requests, by revenue source, information about the status of accounts that are over 180 days old.

Quarterly Write-off Disclosure - This schedule requests disclosure of accounts written off during the quarter.

Quarterly receivables reporting is necessary to provide a summary of the status of the state's receivables and related collections activity by agency. Users of this report should not consider gross receivables' amounts as resources available to any specific fund or agency because certain revenue (1) could be *Income Not Available* and not related to a specific fund or agency, or (2) could be major state revenue which may be available to all agencies.

The receivables reporting requirement is applicable to all state agencies and component reporting units for the State of Louisiana except for the judiciary of the state and the Legislature. Title 39 of the Louisiana Revised Statutes (LRS) establishes the Division of Administration and mandates that all administrative functions of the state fall under its jurisdiction. LRS 39:4 (B) states, "The provisions of this Chapter shall not apply to the judiciary of the state, except the office of the Attorney General to which they shall apply, nor to the Legislature." Therefore, this reporting requirement is not applicable to the judiciary and to the Legislature.

STATE OF LOUISIANA
Schedule of Gross Receivables
For the Quarter Ended 9/30/2002

Gross Receivables	\$	709,593,756
Less: Estimated Uncollectibles	\$	279,582,383
Net Receivables	\$	430,011,373

Gross Receivables Over 180 Days Past Due	\$	456,735,217
Past Due As A Percentage of Gross Receivables		64%

Authorized Write-Offs This Quarter	\$	19,760,966
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**Schedule of Gross Receivables, Amounts Past Due
Uncollectibles, and Write-offs by Agency
For the Quarter Ended 9/30/2002**

Agency	Gross Receivables	Over 180 days Past Due	% of Receivables Past Due	Uncollectibles	Write-Offs
<u>Boards & Commissions</u>					
Board of Certified Public Accountants	\$ 17,459	\$ 0	0%	\$ 0	\$ 0
Board of Embalmers and Funeral Directors	6,370	0	0%	0	0
State Licensing Board for Contractors	6,190	0	0%	0	0
LA State Board of Medical Examiners	381,683	104,193	27%	0	0
State Plumbing Board of LA	425	155	36%	0	0
LA Used Motor Vehicle & Parts Commission	39,823	4,529	11%	0	0
LA State Board of Veterinary Medicine	110	0	0%	0	0
Total Boards & Commissions	\$ 452,060	\$ 108,877	24%	\$ 0	\$ 0
<u>Colleges & Universities</u>					
LSU - Baton Rouge	\$ 22,227,205	\$ 4,215,199	19%	\$ 499,154	\$ 0
LSU - Alexandria	316,083	158,543	50%	1,500	0
University of New Orleans	9,108,321	3,203,701	35%	0	0
LSU Health Sciences Center - New Orleans	6,038,180	2,538,610	42%	1,554,662	122,902
LSU - Eunice	708,445	98,455	14%	19,696	0
LSU - Shreveport	901,386	94,570	10%	0	0
Pennington Biomedical Research Center	1,382,060	8,096	1%	0	0
LSU Health Sciences Center - HSCD	69,648,090	18,795,848	27%	55,446,998	4,525,890
LSU Health Sciences Center - Shreveport	38,746,231	11,429,997	29%	25,308,736	14,807,740
Baton Rouge Community College	0	0	0%	0	0
Southern University Board of Supervisors	5,263,781	2,551,193	48%	850,854	0
Nicholls State University	2,148,813	931,239	43%	1,860	1,860
Grambling State University	4,922,442	3,757,096	76%	0	0
Louisiana Tech University	1,197,712	353,206	29%	159,026	115
McNeese State University	3,723,651	2,177,592	58%	949,226	2,869
University of Louisiana @ Monroe	1,461,763	967,207	66%	0	0
Northwestern State University	6,791,945	772,854	11%	630,532	9,394

**Schedule of Gross Receivables, Amounts Past Due
Uncollectibles, and Write-offs by Agency
For the Quarter Ended 9/30/2002**

Agency	Gross Receivables	Over 180 days Past Due	% of Receivables Past Due	Uncollectibles	Write-Offs
Southeastern Louisiana University	4,250,067	2,420,142	57%	1,179,179	0
University of Louisiana @ Lafayette	313,716	0	0%	0	0
Delgado Community College	4,159,961	913,575	22%	0	0
Nunez Community College	80,441	53,202	66%	0	0
Bossier Parish Community College	716,303	302,788	42%	7,163	1,997
River Parishes Community College	85,740	10	0%	50	0
Louisiana Delta Community College	28,543	22,866	80%	22,866	7,173
LCTCS - Louisiana Technical College	947,614	30,000	3%	4,372	0
Louisiana Universities Marine Consortium	7,588	4,404	58%	2,199	0
Total Colleges & Universities	\$ 185,176,081	\$ 55,800,393	30%	\$ 86,638,073	\$ 19,479,940

State Agencies

Office of the Governor	\$ 11	\$ 0	0%	\$ 0	\$ 0
Division of Administration	0	0	0%	0	0
Department of Military Affairs	501	0	0%	0	0
Louisiana Stadium & Exposition District	1,028,358	102,646	10%	0	0
Department of Veterans Affairs	5,387	0	0%	0	0
Louisiana War Veterans Home	10,700	0	0%	0	0
Office of Elderly Affairs	1,040	1,040	100%	0	0
Secretary of State	408	408	100%	0	0
Office of Attorney General	33,837,617	33,729,318	100%	0	69,550
Commissioner of Elections	444,818	248,398	56%	0	0
State Treasurer	5,675	0	0%	0	0
Public Service Commission	22,619	21,018	93%	0	0
Agriculture and Forestry	3,693,780	470,920	13%	497,140	3,915
Department of Insurance	981,963	382,525	39%	470,509	400
DED - LA Economic Development Corporation	629,608	567,065	90%	0	0

**Schedule of Gross Receivables, Amounts Past Due
Uncollectibles, and Write-offs by Agency
For the Quarter Ended 9/30/2002**

Agency	Gross Receivables	Over 180 days Past Due	% of Receivables Past Due	Uncollectibles	Write-Offs
Louisiana State Racing Commission	57,228	9,115	16%	6,330	0
Office of Financial Institutions	11,825	0	0%	0	0
Louisiana State Board of Cosmetology	2,623	800	30%	0	0
Department of Culture, Recreation, and Tourism	19,458	17,383	89%	18,134	0
Department of Transportation & Development	16,562,552	14,051,691	85%	0	64,216
Department of Health and Hospitals	107,301,079	84,813,311	79%	34,337,638	44,774
DSS- Office of Family Support	12,814,781	11,882,584	93%	10,511,421	4,853
DSS - Office of Community Services	88,175	67,532	77%	77,298	0
DSS - Rehabilitation Services	23,504	0	0%	0	0
Corrections - Office of Youth Development	3,129,816	2,598,946	83%	2,423,490	0
Adult Probation and Parole	15,640,200	12,148,987	78%	11,410,997	0
Department of Public Safety	2,091,461	1,628,339	78%	76,837	0
DNR - Office of the Secretary	2,588,966	528,580	20%	261,998	0
DNR - Office of Conservation	201,809	145,696	72%	51,258	0
DNR - Office of Mineral Resources	154,405	39,771	26%	23,102	0
DNR - Office of Coastal Restoration	22,833	445	2%	2,655	0
Department of Revenue	299,858,773	223,602,083	75%	123,619,262	0
Louisiana Tax Commission	140,764	117,616	84%	0	0
Department of Labor	6,150,952	5,911,172	96%	5,676,686	0
Department of Wildlife and Fisheries	2,370,801	2,102,185	89%	0	388
Louisiana School for Math, Science, & the Arts	1,805	0	0%	0	0
Office of Student Financial Assistance	733,712	693,326	94%	589,167	0
Louisiana Educational Television Authority	199,081	8,537	4%	2,500	0
DOE - Management and Finance	15,131	13,119	87%	0	0
DOE - Subgrantee Assistance	160,344	160,344	100%	0	0
DOE - Special School District	2,402	2,402	100%	0	0
Office of Group Benefits	2,327,111	1,555,333	67%	0	92,859
Administrative Services	11,417	838	7%	0	0

**Schedule of Gross Receivables, Amounts Past Due
Uncollectibles, and Write-offs by Agency
For the Quarter Ended 9/30/2002**

Agency	Gross Receivables	Over 180 days Past Due	% of Receivables Past Due	Uncollectibles	Write-Offs
Louisiana Property Assistance Agency	63,550	1,985	3%	0	71
Federal Property Assistance Agency	84,674	2,810	3%	0	0
Office of Telecommunications Management	547,836	82	0%	2,739	0
Prison Enterprises	215,417	8,913	4%	3,584	0
Flight Maintenance Operations	14,439	0	0%	0	0
Department of Environmental Quality	9,608,098	3,188,684	33%	2,881,565	0
Louisiana Tax Free Shopping Commission	86,108	0	0%	0	0
Total State Agencies	\$ 523,965,615	\$ 400,825,947	76%	\$ 192,944,310	\$ 281,026
Grand Total	\$ 709,593,756	\$ 456,735,217	1	\$ 279,582,383	\$ 19,760,966

Schedule of Collections Activity for Accounts Receivable
Over 180 Days by Agency
For the Quarter Ended 9/30/2002

Agency	Agency In-House	Attorney General	Private Collection Agency	Other	Amount Under Protest
<u>Boards & Commissions</u>					
Board of Certified Public Accountants	\$ 0	\$ 0	\$ 0	\$ 0	(
Board of Embalmers and Funeral Directors	0	0	0	0	(
State Licensing Board for Contractors	0	0	0	0	(
LA State Board of Medical Examiners	104,193	0	0	0	0
State Plumbing Board of LA	155	0	0	0	0
LA Used Motor Vehicle & Parts Commission	4,529	0	0	0	0
LA State Board of Veterinary Medicine	0	0	0	0	0
Total Boards & Commissions	\$ 108,877	\$ 0	\$ 0	\$ 0	0
<u>Colleges & Universities</u>					
LSU - Baton Rouge	\$ 2,442,462	\$ 0	\$ 1,772,737	\$ 0	0
LSU - Alexandria	47,423	0	111,120	0	0
University of New Orleans	2,568,214	0	635,487	0	0
LSU Health Sciences Center - New Orleans	1,654,265	0	567,901	0	316,444
LSU - Eunice	1,033	0	97,422	0	0
LSU - Shreveport	20,807	0	73,763	0	0
Pennington Biomedical Research Center	8,096	0	0	0	0
LSU Health Sciences Center - HSCD	17,095,682	1,700,166	0	0	0
LSU Health Sciences Center - Shreveport	11,429,997	0	0	0	0
Baton Rouge Community College	0	0	0	0	0
Southern University Board of Supervisors	2,268,328	190,838	0	0	0
Nicholls State University	931,239	0	0	0	0
Grambling State University	3,757,096	0	0	0	0
Louisiana Tech University	67,315	0	285,891	0	0
McNeese State University	891,354	143,742	1,142,497	0	0

**Schedule of Collections Activity for Accounts Receivable
Over 180 Days by Agency
For the Quarter Ended 9/30/2002**

Agency	Agency In-House	Attorney General	Private Collection Agency	Other	Amount Under Protest
University of Louisiana @ Monroe	216,082	0	751,125	0	0
Northwestern State University	666,745	0	106,109	0	0
Southeastern Louisiana University	2,254,257	151,876	10,190	3,819	0
University of Louisiana @ Lafayette	0	0	0	0	0
Delgado Community College	913,575	0	0	0	0
Nunez Community College	30,538	0	22,664	0	0
Bossier Parish Community College	302,788	0	0	0	0
River Parishes Community College	10	0	0	0	0
Louisiana Delta Community College	8,087	0	14,779	0	0
LCTCS - Louisiana Technical College	30,000	0	0	0	0
Louisiana Universities Marine Consortium	4,404	0	0	0	0
Total Colleges & Universities	\$ 47,609,797	\$ 2,186,622	\$ 5,591,685	\$ 3,819	\$ 316,444

State Agencies

Executive Office	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Division of Administration	0	0	0	0	0
Department of Military Affairs	0	0	0	0	0
Louisiana Stadium & Exposition District	0	0	0	102,646	0
Department of Veterans Affairs	0	0	0	0	0
Louisiana War Veterans Home	0	0	0	0	0
Office of Elderly Affairs	1,040	0	0	0	0
Secretary of State	408	0	0	0	0
Office of Attorney General	0	33,729,318	0	0	0
Commissioner of Elections	17,493	230,905	0	0	0
State Treasurer	0	0	0	0	0

Schedule of Collections Activity for Accounts Receivable
Over 180 Days by Agency
For the Quarter Ended 9/30/2002

Agency	Agency In-House	Attorney General	Private Collection Agency	Other	Amount Under Protest
Public Service Commission	21,018	0	0	0	0
Agriculture and Forestry	470,920	0	0	0	0
Department of Insurance	382,525	0	0	0	0
DED - LA Economic Development Corporation	567,065	0	0	0	0
Louisiana State Racing Commission	9,115	0	0	0	0
Office of Financial Institutions	0	0	0	0	0
Louisiana State Board of Cosmetology	800	0	0	0	0
Department of Culture, Recreation, and Tourism	17,383	0	0	0	0
Department of Transportation & Development	13,350,476	0	701,215	0	0
Department of Health and Hospitals	75,304,675	0	9,508,636	0	0
DSS- Office of Family Support	11,882,584	0	0	0	0
DSS - Office of Community Services	67,532	0	0	0	0
DSS - Rehabilitation Services	0	0	0	0	0
Corrections - Office of Youth Development	2,598,946	0	0	0	0
Adult Probation and Parole	12,148,987	0	0	0	0
Department of Public Safety	1,628,339	0	0	0	0
DNR - Office of the Secretary	528,580	0	0	0	0
DNR - Office of Conservation	145,696	0	0	0	0
DNR - Office of Mineral Resources	39,771	0	0	0	0
DNR - Office of Coastal Restoration	445	0	0	0	0
Department of Revenue	216,797,759	0	6,804,324	0	0
Louisiana Tax Commission	117,616	0	0	0	0
Department of Labor	601,013	0	0	554,277	4,755,882
Department of Wildlife and Fisheries	1,597,112	14,640	415,667	0	74,766
Louisiana School for Math, Science, & the Arts	0	0	0	0	0
Office of Student Financial Assistance	693,326	0	0	0	0

Schedule of Collections Activity for Accounts Receivable
Over 180 Days by Agency
For the Quarter Ended 9/30/2002

Agency	Agency In-House	Attorney General	Private Collection Agency	Other	Amount Under Protest
Louisiana Educational Television Authority	8,537	0	0	0	0
DOE - Management and Finance	13,119	0	0	0	0
DOE - Subgrantee Assistance	9,677	150,667	0	0	0
DOE - Special School District	2,402	0	0	0	0
Office of Group Benefits	1,555,333	0	0	0	0
Administrative Services	838	0	0	0	0
Louisiana Property Assistance Agency	1,985	0	0	0	0
Federal Property Assistance Agency	2,810	0	0	0	0
Office of Telecommunications Management	82	0	0	0	0
Prison Enterprises	8,913	0	0	0	0
Flight Maintenance Operations	0	0	0	0	0
Department of Environmental Quality	3,188,684	0	0	0	0
Louisiana Tax Free Shopping Commission	0	0	0	0	0
Total					
State Agencies	\$ 343,783,004	\$ 34,125,530	\$ 17,429,842	\$ 656,923	\$ 4,830,648
Grand Total	\$ 391,501,678	\$ 36,312,152	\$ 23,021,527	\$ 660,742	\$ 5,147,092

NOTES TO THE RECEIVABLES REPORT

Significant Policies and Procedures:

A. Scope of Reporting - This report includes information related to receivables and debt owed to the State of Louisiana for the quarter. Receivables included are those of various departments, agencies, and other organizational units governed by the Legislature and/or constitutional officers of the State of Louisiana using the criteria established by GASB Statement 14.

B. Purpose - Quarterly Receivables Reporting is necessary to provide a summary of the status of the state's receivables and related collections activity by agency. The primary purpose of this report is to provide information concerning the State's receivables in order to determine the effectiveness of State agency receivables management. Receivables management consists of a method for collecting resources owed the state and methods to minimize the amounts "estimated to be uncollectibles and eventually" written off.

C. Past Due Receivables - For purposes of this reporting package, "Past Due Receivables" are receivables over 1 day past due.

D. Basis of Accounting - Receivables are recognized when goods are delivered or services are performed or when an amount to be claimed by the State as future cash can be reasonably estimated. These reports include only those amounts identifiable at the end of each quarter. Receivables are reported by revenue source, for example, amounts due from vendors, receivables from individuals, and major state revenue items such as sales tax and severance tax. This report does not include receivables due under the Louisiana Employment Security Law because of the enabling legislation. In addition, receivables from the federal government are not included, as the collectibility of these receivables are assured. Also, the report does not include inter-agency or intra-agency receivables.

E. Other - The amount for the Louisiana State University Health Sciences Center - Health Care Services Division includes amounts for all state hospitals. The Vocational Technical Colleges are included in LCTCS - Louisiana Technical College.